



Mobile Phone Policy – Pupils

1. Purpose

1.1. Valley Primary School has established the following Policy for mobile phones that provides teachers, students, parents and carers guidelines and instructions for the appropriate use of mobile phones by pupils during school hours. This policy refers to ALL mobile communication devices.

1.2. Year 6 pupils, their parents or carers must read and understand the Mobile Phone Policy as a condition upon which permission is given to bring mobile phones to school.

2. Rationale

2.1.. The school recognises that personal communication through mobile technologies is an accepted part of everyday life but that such technologies need to be used well.

2.2. Personal safety and security

Our School accepts that parents/carers give their children mobile phones to protect them from everyday risks involving personal security and safety. It is acknowledged that providing a child with a mobile phone gives parents reassurance that they can contact their child if they need to speak to them urgently.

3. Responsibility

3.1. It is the responsibility of Year 6 pupils who bring mobile phones to school to abide by the guidelines outlined in this document.

3.2. The decision to provide a mobile phone to their children should be made by parents or carers. It is incumbent upon parents to understand the capabilities of the phone and the potential use/mis-use of those capabilities.

3.3. Parents/carers should be aware if their child takes a mobile phone to school. It is assumed household insurance will provide the required cover in the event of loss or damage. The school cannot accept responsibility for any loss, damage or costs incurred due to its use.

3.4. Pupils are responsible for handing in their mobile phone to the adult on the playground, who will collect all phones in an allocated box. This needs to happen as soon as they arrive on the school premises. Pupils are also responsible for collecting their mobile phone from the school office at the end of each day.

3.5. Parents/carers are reminded that in cases of emergency, the school office remains a vital and appropriate point of contact and can ensure your child is reached quickly and assisted in any relevant way.



4. Acceptable Uses

4.1. Mobile phones must **not** be used by pupils whilst they are on school premises, either before, after or during the school day.

4.2. Mobile phones must be switched off and put in the allocated box, held by the adult in the playground, as soon pupils arrive at school. The box will then be kept in the school office. Pupils will collect their mobile phones from the school office at the end of the day.

4.3. Pupils must protect their phone numbers by only giving them to close friends and keeping a note of who they have given them to. This can help protect the pupil's number from falling into the wrong hands and guard against the receipt of insulting, threatening or unpleasant voice, text and picture messages.

5. Unacceptable Uses

5.1. Mobile phones must not be used to make calls, send SMS messages, surf the internet, take photos or use any other application during school time and other educational activities.

5.2. Mobile phones used on school premises or used inappropriately will be confiscated. Parents will be informed and asked to collect the mobile phone from the school office. Should this happen the responsible pupil will face actions as sanctioned by the Head Teacher. This may include a mobile phone ban for that pupil or exclusion.

5.3. Using mobile phones to bully and threaten other pupils is unacceptable. Cyber bullying will not be tolerated. In some cases it can constitute criminal behaviour. If the use of technology humiliates, embarrasses or causes offence it is unacceptable regardless of whether 'consent' was given.

6. Theft or damage

6.1. Pupils should mark their mobile phone clearly with their names.

6.2. Mobile phones that are found in the school and whose owner cannot be located should be handed to front office reception.

6.3. The school accepts no responsibility for replacing lost, stolen or damaged mobile phones.

6.4. The school accepts no responsibility for pupils who lose or have their mobile phones stolen while travelling to and from school.

6.5. It is strongly advised that pupils use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (e.g. by other students, or if stolen). Pupils must keep their password/pin numbers confidential. Mobile phones and/or passwords may not be shared.



Mobile Phone: Parent/Guardian Permission

I have read and understand the above information about appropriate use of mobile phones at Valley Primary School and I understand that this form will be kept on file at the school and that the details may be used (and shared with a third party, if necessary) to identify a phone should the need arise (e.g. if lost, or if the phone is being used inappropriately).

I give my child permission to carry a mobile phone to school and understand that my child will be responsible for ensuring that the mobile phone is used appropriately and correctly while under the school's supervision, as outlined in this document.

I understand that the school will not accept any responsibility for loss, damage or theft of a mobile phone.

Parent/carer Name	Signature of parent...
Name of student	Signature of student...
<p>Mobile phone details:</p> <p>1. Make and model number.....</p> <p>2. Mobile phone number.....</p> <p>3. Colour/description of phone</p> <p>.....</p> <p>.....</p> <p>This information may be used to help return lost property</p>	